

Current Employment Opportunity Postings

Organization	Position Title	Contact information	Website
Ecumen Parmly LifePointes	Administrator	28210 Old Towne Rd., Chisago City, MN 55013 mollyskerjance@ecumen.org	www.ecumen.org
12/27/2016 14:15:33	<p>Ecumen Parmly LifePointes seeks an Administrator to join its team. Ecumen Parmly LifePointes consists of 192 independent living and assisted living rental apartment homes, as well as 101 nursing home beds, 28 additional residences for seniors requiring memory care services and is located in Chisago City, Minnesota. Ecumen creates home for older adults wherever they choose to live. Our employees are dedicated to empowering our customers to lead richer, fuller lives and have consistently recognized Ecumen as a “Best Place to Work,” an award by the Minneapolis-St. Paul Business Journal.</p> <p>The Administrator is responsible for planning, directing and coordinating all functions of the facility and outreach services, if provided, in accordance with guidelines establish by the organization. This position serves as the appointed administrative officer of the organization. Specific responsibilities include:</p> <ul style="list-style-type: none"> •Ensures quality of resident care through planning, implementing, evaluating, and delegating authority to appropriate staff to ensure that programs and care are maintained. •Plans, implements and evaluates an integrated financial program with necessary financial controls in order to keep facility operations within budget. •Plans and implements the coordination of recruitment, hiring and training of staff. •Directs and ensures compliance with required government regulations. •Plans future programs on growth, expansion, building and staffing by identifying objectives through strategic planning. •Plans public relations programs to enhance the image of the facility and long-term care services in general. •Works collaboratively with Philanthropy to identify opportunities for funding new services, products and monitoring outcomes. <p>This position requires a person who has had related experience and is a Licensed Nursing Home Administrator . All Ecumen employees must possess the ability to communicate effectively, including written and verbal skills; work well, both individually and as part of a team, through respect, collaboration and dedication; and successfully interact with a diverse culture base. The successful candidate must be able to prioritize and organize work effectively and efficiently, and demonstrate a positive attitude, high integrity and ethical awareness.</p> <p>EOE/AA. Drug Free Workplace.</p>		

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Volunteers of America	Executive Director	1401 S. Cascade, Montrose, CO Email: bobbi.jones@voa.org	www.voa.org
12/16/2016 13:02:17	<p>Applications must be submitted online: http://www.care-profiler.com/CareProfiler.php?customer=510</p> <p>The Valley Manor is looking for an experienced Executive Director to join its team. The role of the Executive Director requires a combination of organizational leadership and operational talent as well as strategic expertise. The Executive Director provides the management expertise for achieving the goals and objectives of the program in accordance with the mission of the organization. The Executive Director reports to the Senior Vice President of Operations or Regional Director of Operations. Reporting to the Executive Director are various department supervisors and staff.</p> <p>What we do: Valley Manor Care Center is located in beautiful Montrose, Colorado, where the colorful San Juan Mountains to the south provide numerous recreational activities. Valley Manor is centrally located, with a variety of shopping and services, city parks and green spaces nearby for our residents to enjoy.</p> <p>Valley Manor is a short-term rehab, memory support and long-term care community offering:</p> <p>Montrose Rehab at Valley Manor Care Center -- Rehabilitation Care Respite Care Long-term Care. Memory Support (Secured) Hospice Care Validation Spiritual Care</p> <p>What you can expect from us: Top benefits and compensation Corporate support Leadership development Growth opportunities Job Requirements</p> <ol style="list-style-type: none"> 1. Bachelor's degree in Healthcare Administration or related field; must be a Licensed Nursing Home Administrator in the state of Colorado. 2. Minimum of five (5) years Management experience, preferably in a long-term care healthcare setting; knowledge of long-term healthcare and public health settings; familiarity with Federal and State regulations and requirements for long-term care. 3. Negotiation skills and ability to carry on several levels of reasoning at once during problem-solving sessions. 4. High degree of professionalism; ability to deal with extremely confidential information. 5. Proficient in Microsoft Word, Excel, PowerPoint, e-mail and the Internet. 6. Excellent communication skills. 7. Flexibility to work occasional weekends and holidays. 8. Ability to utilize computers and other electronic devices for tasks such as timekeeping, in-servicing and documentation. <p>EOE M/F/Vets/Disabled</p>		

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